

What is claimed is:

[Claim 1] 1. A method of operating an electronic form system comprising:

- (a) receiving a business trip electronic form inputted from a user; and
- (b) determining whether a predetermined business trip period recorded by the business trip electronic form is continuous, and storing the business trip electronic form if the predetermined business trip period is continuous.

[Claim 2] 2. The method of claim 1 wherein step (b) further comprises:

after storing the business trip electronic form, reading a leave record of the user to determine an actual business trip period according to the leave record and the predetermined business trip period.

[Claim 3] 3. The method of claim 2 wherein step (b) further comprises:

if the leave record corresponds to a leave period, and the leave period is included in the predetermined business trip period, subtracting the leave period from the predetermined business trip period to determine the actual business trip period.

[Claim 4] 4. The method of claim 2 wherein step (b) further comprises:

if the leave record does not correspond to the predetermined business trip period, utilizing the predetermined business trip period to be the actual business trip period.

[Claim 5] 5. The method of claim 1 further comprising:

- (c) before the predetermined business trip period, receiving a command inputted from the user for modifying the business trip electronic form.

[Claim 6] 6. The method of claim 5 wherein step (c) further comprises:

determining whether the business trip electronic form is allowed, revising the business trip electronic form if the business trip electronic form is allowed, and blocking the business trip electronic form from being revised if the business trip electronic form is not allowed yet.

[Claim 7] 7. The method of claim 1 further comprising:

(c) before the predetermined business trip period, receiving a command inputted from the user for canceling the business trip electronic form.

[Claim 8] 8. The method of claim 7 wherein step (c) further comprises:

determining whether the business trip electronic form is allowed, canceling the business trip electronic form if the business trip electronic form is allowed, and blocking the business trip electronic form from being cancelled if the business trip electronic form is not allowed yet.

[Claim 9] 9. The method of claim 1 wherein step (b) further comprises:

if the predetermined business trip period is not continuous, showing a warning message to notify the user.

[Claim 10] 10. A method of operating an electronic form system comprising:

- (a) receiving a first business trip electronic form inputted from a user;
- (b) reading a second business trip electronic form previously applied by the user; and
- (c) comparing a first business trip period recorded by the first business trip electronic form with a second business trip period recorded by the second business trip electronic form, and storing the first business trip electronic form

if the first business trip period does not overlap the second business trip period.

[Claim 11] 11. The method of claim 11 further comprising:

(d) before the predetermined business trip period, receiving a command inputted from the user for modifying the business trip electronic form, determining if the business trip electronic form is allowed, revising the business trip electronic form if the business trip electronic form is allowed, and blocking the business trip electronic form from being revised if the business trip electronic form is not allowed yet.

[Claim 12] 12. The method of claim 10 further comprising:

(d) before the predetermined business trip period, receiving a command inputted from the user for canceling the business trip electronic form.

[Claim 13] 13. The method of claim 12 wherein step (d) further comprises:

determining whether the business trip electronic form is allowed, canceling the business trip electronic form if the business trip electronic form is allowed, and blocking the business trip electronic form from being cancelled if the business trip electronic form is not allowed yet.

[Claim 14] 14. The method of claim 10 wherein step (c) further comprises:

if the predetermined business trip period is not continuous, showing a warning message to notify the user.

[Claim 15] 15. An electronic form operating system comprising:

a receiving module for receiving a business trip electronic form inputted from a user;

a first storage module for storing business trip data; and

a computing module electrically connected to the receiving module and the first storage module for determining whether a predetermined business trip period recorded by the business trip electronic form is continuous;

wherein the computing module stores the business trip electronic form in the first storage module if the predetermined business trip period is continuous.

[Claim 16] 16. The electronic form operating system of claim 15 further comprising a second storage module electrically connected to the computing module for storing leave data, wherein the computing module is further used for reading a leave record of the user to determine an actual business trip period according to the leave record and the predetermined business trip period.

[Claim 17] 17. The electronic form operating system of claim 15 further comprising an outputting module electrically connected to the computing module, wherein the outputting module shows a warning message to notify the user if the predetermined business trip period is not continuous.

[Claim 18] 18. An electronic form operating system comprising:

a receiving module for receiving a first business trip electronic form inputted from a user;

a first storage module for storing business trip data; and

a computing module electrically connected to the receiving module and the first storage module for reading a second business trip electronic form previously applied by the user and comparing a first business trip period recorded by the first business trip electronic form with a second business trip period recorded by the second business trip electronic form;

wherein the computing module stores the first business trip electronic form in the first storage module if the first

business trip period does not overlap the second business trip period.

[Claim 19] 19. The electronic form operating system of claim 18 further comprising a second storage module electrically connected to the computing module for storing leave data, wherein the computing module is further used for reading a leave record of the user to determine an actual business trip period according to the leave record and the predetermined business trip period.

[Claim 20] 20. The electronic form operating system of claim 18 further comprising an outputting module electrically connected to the computing module, wherein the outputting module shows a warning message to notify the user if the predetermined business trip period is not continuous.